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**INVOICE**

**PHILIP R. TAFT, PsyD. & ASSOCIATES PLLC**

715 W 2ND AVE CORSICANA, TX 75110 · 903-872-4442 · FAX 903-872-2125

Client: **NAVARRO COUNTY ADULT PROBATION**    Client#: **02075**    Invoice#: **6146**    Due: **Mar 23, 2021**

Bill To:  
NAVARRO COUNTY ADULT  
PROBATION

**RECEIVED**

APR 01 2021

NAVARRO COUNTY  
AUDITOR'S OFFICE

Office Visit - Tue Mar 23, 2021

Description	Price	Qty	Item Total
TONY FARMER	\$225.00	1	\$225.00
AMBER JOCK	\$225.00	1	\$225.00
Total			\$450.00

Log into our client portal to pay your invoice online

<https://PHILIPRTAFTASSOCIATES.secure-client-area.com>

PAYMENTS ARE DUE AT THE TIME OF SERVICE OR UPON RECEIPT OF YOUR INVOICE

For questions regarding billing call the office and press 0

Debit: \_\_\_\_\_  
Desc: \_\_\_\_\_  
PO#: \_\_\_\_\_  
Invoice#: \_\_\_\_\_  
Vendor#: \_\_\_\_\_





**NAVARRO COUNTY AUDITOR'S OFFICE**

300 W 3<sup>rd</sup> Ave, Suite 6  
Corsicana, Texas 75110  
e-mail: auditor@navarrocounty.org

**Natalie Robinson**, First Assistant,  
**Kaye Martin**, Assistant  
**Lisa Clay**, Assistant  
**Patty Wells**, Assistant  
**Jan Wise**, Administrative Assistant

**Terri Gillen**, County Auditor

Phone: (903) 654-3095

Fax: (903) 654-3097

**INTEROFFICE MEMO**

The attached item is being returned for the following reasons:

- Item incurred before purchase order issued - 151-571-418
- Purchase order number is inconsistent with invoice
- Amount billed does not match the purchase order
- Vendor on purchase order does not match invoice
- Insufficient documentation to process payment
- Signature or date not present
- Budget Account Number (Line Item) is missing - Acct # \_\_\_\_\_
- Insufficient budget
- Payment Request inconsistent with County Policy
- Other \_\_\_\_\_

Please provide the additional documentation or explanation necessary to process this payment request.  
This notice must remain attached to the payment request.

Additional explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.**

\_\_\_\_\_  
**Signature**

4/1/21  
\_\_\_\_\_  
**Date**